

IDAHO CONTRACTORS BOARD
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Board Meeting Minutes of 4/16/2019

BOARD MEMBERS PRESENT: Gary R Bond - Chair
Rodney Underhill
J Robert Pilote
Todd B Webb
David S Shurtleff

BUREAU STAFF: Kelley Packer, Bureau Chief
Dawn Hall, Deputy Bureau Chief
Julie Eavenson, Administrative Support Manager
Lori Peel, Investigative Unit Manager
Eric Nelson, Board Prosecutor
Nicholas Crema, General Counsel
Rob McQuade, Legal Counsel
Kim Aksamit, Technical Records Specialist II

OTHERS PRESENT: Kevin Carlson, Mark Baker, Cody Sandifer,
Douglas Folger, Shawn Hastings, Michael Parker,
Nate Knox, Joe Rodriguez

The meeting was called to order at 8:30 AM MDT by Gary R Bond.

APPROVAL OF MINUTES

Mr. Webb made a motion to approve the minutes of March 12, 2019. It was seconded by Mr. Underhill. Motion carried.

LEGISLATIVE REPORT

Ms. Packer updated the Board on legislation regarding licensing. She will keep the Board informed of any updates. She explained the changes that will be made to the Board's applications and website for applicants who are active duty military, veterans, and their spouses as a result of H248 being signed into law. She updated the Board on the status of its administrative rules and the procedure by which those will remain in effect after June 30.

Mr. McQuade updated the Board on the Red Tape Reduction Act and the Bureau's process to review each Board's rules over the next two years.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$160,311.62 as of March 31, 2019.

Discussion was held regarding a fee increase and no action was taken.

TRAVEL POLICY OVERVIEW

Ms. Eavenson reviewed the state travel policy and vouchers with the Board.

DISCIPLINE

Mr. Nelson presented a memorandum regarding case numbers CON-2017-102, CON-2019-77, CON-2019-68, CON-2019-73, and CON-2019-78. After discussion, the Board gave recommendations for appropriate discipline.

Mr. Nelson presented Stipulation and Consent Orders in case numbers CON-2019-94, CON-2019-11, CON-2019-9, CON-2019-5, and CON-2018-19. Mr. Webb made a motion to approve the Consent Orders and allow the Board Chair to sign on behalf of the Board. It was seconded by Underhill. Motion carried.

EMERGENCY SUSPENSION

Mr. Nelson presented an Emergency Suspension in case number CON-2019-96. Mr. Underhill made a motion to approve the Emergency Suspension and allow the Board Chair to sign on behalf of the Board. It was seconded by Mr. Shurtleff. Motion carried.

INVESTIGATIVE REPORT

Ms. Peel gave the investigative report, which is linked above.

FOR BOARD DETERMINATION

Mr. Pilote made a motion to approve the Bureau's recommendation and authorize closure in cases I-CON-2019-110, I-CON-2019-184, I-CON-2019-238, I-CON-2019-151, I-CON-2019-164, I-CON-2019-175, I-CON-2019-190, I-CON-2019-191, I-CON-2019-220, I-CON-2019-221, I-CON-2019-171, I-CON-2019-186 and I-CON-2019-243. It was seconded by Mr. Webb. Motion carried.

Mr. Webb made a motion to approve the Bureau's recommendation and authorize closure with a warning letter in cases I-CON-2018-235, I-CON-2018-259 and I-CON-2019-61. It was seconded by Mr. Underhill. Motion carried.

OLD BUSINESS

The Board reviewed the To Do List and no action was taken.

INSURANCE AUDIT

Ms. Aksamit updated the Board members on the results of the insurance audit from 1/1/2019.

NEW BUSINESS

NEXT MEETING DATES:

June 18, 2019 Face-to-Face Meeting at 8:30 AM MDT
July 22, 2019 Conference Call at 10:00 AM MDT
August 13, 2019 Conference Call at 10:00 AM MDT
September 17, 2019 Conference Call at 10:00 AM MDT
October 15, 2019 Face-to-Face Meeting at 8:30 AM MDT
November 12, 2019 Conference Call at 10:00 AM MST
December 10, 2019 Conference Call at 10:00 AM MST

CORRESPONDENCE

The Board reviewed correspondence from a registrant regarding registration vs licensure. The Board directed the Bureau to respond with a letter explaining the complaint process.

EXECUTIVE SESSION

Mr. Underhill made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the executive session was to consider license application materials. It was seconded by Mr. Webb. The vote was: Mr. Bond, aye; Mr. Webb, aye; Mr. Underhill, aye; Mr. Pilote, aye; and Mr. Shurtleff, aye. Motion carried.

Mr. Webb made a motion to come out of executive session. It was seconded by Mr. Pilote. The vote was: Mr. Bond, aye; Mr. Webb, aye; Mr. Underhill, aye; Mr. Pilote, aye; and Mr. Shurtleff, aye. Motion carried.

APPLICATIONS

Mr. Webb made a motion to approve the following for registration:

CARLSONS CONSTRUCTIONS SERVICES LLC	RCE-50446
HARD KNOX CONSTRUCTION LLC	RCE-50709
IDAHO CONSTRUCTION REMODELS AND REPAIRS LLC	RCE-50824
BAKER MARK ANTHONY	RCT-50813

FOLGER DOUGLAS JACOB
HASTINGS SHAWN DAVID

RCT-50984
RCT-50808

It was seconded by Mr. Underhill. Motion carried.

EXECUTIVE SESSION

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Mr. Pilote made a motion to come out of executive session. It was seconded by Mr. Webb. The vote was: Mr. Bond, aye; Mr. Webb, aye; Mr. Underhill, aye; Mr. Pilote, aye; and Mr. Shurtleff, aye. Motion carried.

APPLICATIONS

Mr. Webb made a motion to approve the following for registration:

K & N ROOFING AND CONSTRUCTION LLC	RCE-50475
BRADFORD CONCRETE LLC	RCE-50510
TREASURE VALLEY REMODELING & PAINTING LLC	RCE-50550
FULL MOON PAINTING & DESIGN LLC	RCE-50707
TOTAL CONSTRUCTION SOLUTIONS LLC	RCE-50791
LUCKY J EXCAVATION LLC	RCE-50802
NOVA HOMES LLC	RCE-50899
BC LANDSCAPING LLC	RCE-50932
BURDICK ROBERT TROY	RCT-50589
HAUKAAS FREDERICK EDWARD	RCT-50943
HAVEMANN CHRISTOPHER J	RCT-50713
KEFFER MICHAEL RAY	RCT-50945
ORMESHER MATTHEW RYAN	RCT-50514
SMITH PHILLIP RAY	RCT-50754

It was seconded by Mr. Underhill. Motion carried.

Mr. Webb made a motion to deny the following based on Rule 165:

FERRA ROBERT ANTHONY

It was seconded by Mr. Pilote. Motion carried.

Mr. Underhill made a motion to deny the following based on Rule 165:

ARCHAIC CONCRETE SOLUTIONS LLC

It was seconded by Mr. Shurtleff. Motion carried.

Mr. Webb made a motion to approve the following pending receipt of additional information:

901164950

It was seconded by Mr. Pilote. Motion carried.

NEXT MEETING was scheduled for May 21, 2019 at 10:00 AM MDT.

ADJOURNMENT

Mr. Shurtleff made a motion to adjourn the meeting at 1:32 PM MDT. It was seconded by Mr. Pilote. Motion carried.

Gary R Bond, Chair

Rodney Underhill

J Robert Pilote

Todd B Webb

David S Shurtleff

Kelley Packer, Bureau Chief